

MINUTES

FRANKFORD TOWN COUNCIL

May 5, 2014

Town Council	Jesse Truitt, Pres.	
Roll call:	Joanne Bacon, Vice-Pres.	
	Cheryl Workman, Sec/Treasurer	
	Pamela Davis	
	Charles Shelton, Absent	
Town Employees:	Terry Truitt, Town Administrator	
	Chief William Dudley, Police	
Others:	Velicia Melson	Russell Davenport
	Greg Welch	Justin Tomlin
	Vincent Hitchens	Ovin Strickler
	Dean Esham	Jerry Smith
	Ab Franklin	
	Trip Colonell, Coastal Point	

The regular monthly meeting of the Frankford Town Council was opened by Pres. Jesse Truitt at 7:00 PM.

Pres. Jesse Truitt announced on the agenda the item (a) under New Business: Discussion and Possible Voting on securing a Town Employee Pension Plan would be stricken from the agenda and tabled until further notice pending approval of the submitted Town Charter amendments. No discussions or questions would be entertained at this time regarding the subject. The date reflected for the Executive Session Minutes of March 2, 2014 was noted as being March 10th.

A motion was made to accept the agenda as posted with the above item deleted and date correction by Joanne Bacon with a 2nd by Cheryl Workman. Motion was unanimous.

Citizen's Privilege:

Pres. Jesse Truitt called on those present if they wanted to address Council with concerns/questions posted on agenda items.

Conversation of those in attendance went back to the topic of discussing the pension. Pres. Jesse Truitt reiterated that there would be not be any discussion on a pension tonight. No further discussions were held.

A review of the Town Council Monthly Minutes from April 7, 2014 was done and A motion was made to accept the minutes as presented by Cheryl Workman with a 2nd by Pamela Davis. Motion was unanimous.

A review of the Executive Session Minutes from March 10, 2014 was done and A motion was made to accept the minutes as presented by Pamela Davis with a 2nd by Cheryl Workman. Motion was unanimous.

Pres. Jesse Truitt called on Cheryl Workman to read aloud the Financial Report in its entirety. Council reviewed the Financial Report/ Accounts Payable; A motion to pay the bills as listed was made by Joanne Bacon with a 2nd by Pamela Davis. Motion was unanimous.

Report from Town Employees:

Water Plant: Pres. Jesse Truitt noted the monthly report from Artesian had not been received yet on the Water Plant.

Terry Truitt, Town Administrator: Terry Truitt presented Council with a copy of the Code Enforcement report for April 2014. Delinquent accounts for water/trash/ taxes collection by the Town Attorney were read aloud. (Copy on file with these minutes). A motion to forward the listing of delinquent accounts to the Town Attorney for collection was made by Cheryl Workman with a 2nd by Joanne Bacon. Motion was unanimous. A report for revenue generated for the reservation of the Park Pavilion/ Bathrooms was read aloud in the amount of \$100.00 collected for the month of April 2014. The next report read was for the collection of Rental Licenses for the fiscal year to date in the amount of \$4,250.00. The report for gross receipts for the same time period was read in the amount of \$2,961.12. A synopsis of outstanding property owners who neglected to obtain their 2013 rental licenses and subsequently did not pay their gross receipts tax were read aloud. A motion to forward the listing of delinquent accounts to the Town Attorney for collection was made by Cheryl Workman with a 2nd by Joanne Bacon. Motion was unanimous

Maintenance: Pres. Jesse Truitt noted David Ward has been very busy cutting grass.

Chief William Dudley, Police: : Chief Dudley reported for the period of March 3, 2014 through May 4th, 2014 there were 51 tickets written for speed, 7 for driver license violations, 8 for registration, and 20 for miscellaneous for a total of 86 traffic arrests written for this time period. He added there were 39 complaint/ service calls and 2 for criminal arrests.

He outlined the Cinco De Mayo festivities held at the Town Park as a huge success with a turnout of 300-350 people in attendance. He thanked the entire Town Council with special thanks to Cheryl Workman for use of her freezer to store the food being provided by the Town and Joanne Bacon for assisting with serving the food and David Ward for assisting with working the function. He added that he hopes the Town and the Frankford Public Library can build off of the function to see it grow going forward.

REPORTS:

President Truitt asked for report(s) from Council regarding Parks, Police, Streets and Water.

Charles Shelton, Police-Absent.

Pamela Davis, Streets- She noted she had nothing to report at this time.

Jesse Truitt/ Cheryl Workman, Water- He reported receiving complaints on discolored water and was dealing with each one on a case by case basis.

Joanne Bacon- Parks- Councilwoman Joanne Bacon reported that the new playground equipment had been installed and did a wonderful job installing it. She added the festivities at the Park with the Cinco de Mayo was wonderful. She outlined the service pole had been replaced at the Town Park by Tony's Electric in the amount of \$705.00. A motion to approve the expenditure made to Tony's Electric in the amount of \$705.00 was made by Pamela Davis with a 2nd by Cheryl Workman. Motion was unanimous. Council then reviewed the price quoted by D & G Auto Sales (TNT) is the manufacturer) for the replacement car port being used as a pavilion at the Town Park in the amount of \$2,065.00. A motion to approve the purchase of the carport from D & G was made by Joanne Bacon with a 2nd by Pamela Davis. Motion was unanimous. Council then reviewed the price quote for the purchase of 32 edging timbers to be used at the Town Park from Liberty in the amount of \$1,110.63. A motion to approve the purchase of the edging timbers from Liberty Parks & Playground was made by Joanne Bacon with a 2nd by Cheryl Workman. Motion was unanimous. Joanne Bacon then called for a formal motion to release the payment to Liberty Parks & Playground in the amount of \$30,323.16. A motion to release the payment to Liberty Parks & Playground in the amount of \$30,323.16 was made by Joanne Bacon with a 2nd by Cheryl Workman. Motion was unanimous

Frankford Volunteer Fire Co. – Absent with no report provided.

UNFINISHED BUSINESS:

Pres. Jesse Truitt then reviewed with Council members the quote obtained and approved from Herker last month in the amount of \$4,300.00 for resealing and repairing the parking lot at the J. P. Court with extra repairs to be billed additionally. He stated that once the quote came in from Matt's Family Management in the amount of \$5,590.00 it would be cheaper overall because it included what were referred to as extras on the quote from Herker. A motion to approve the price quote from Matt's Family Management in the amount of \$5,590.00 was made by Joanne Bacon with a 2nd by Pamela Davis. Motion was unanimous

NEW BUSINESS:

Pres. Jesse Truitt then discussed with the other council members the continuation of using the County assessment for the purpose of deriving an assessment value on Town properties. A motion was made to use the County's assessment for the tax year 2013/2014 by Joanne Bacon with a 2nd by Pamela Davis. Motion was unanimous.

Council then discussed the need to set a date to work on the proposed budget for fiscal year 2014/2015. It was agreed upon to hold the public hearing on Thursday, May 29, 2014 @ 7:00pm.

Council then discussed the need to set a date to for the Second Budget Hearing for fiscal year 2014/2015. It was agreed upon to hold the public hearing on Monday, June 23, 2014 @ 7:00pm.

Pres. Jesse Truitt requested a motion to go into Executive Session to discuss personnel issues with regards to a personnel policy. A motion was made to enter into Executive Session to discuss personnel matters and employee evaluations at 7:30 PM. by Joanne Bacon with a 2nd by Pamela Davis. Motion was unanimous.

Council returned from Executive Session at 8:17 PM. Pres. Jesse Truitt checked the lobby for anyone left in attendance. No one was present. He announced the Executive Session was for informative purposes only and there were no formal motions to be made.

Correspondence:

Pres. Jesse Truitt read aloud a letter received in by Delaware Commission of Veterans Affairs in which they are requesting the presence in paying tribute to all deceased veterans on Monday, May 26, 2014, 11:00am and Friday, May 30, 2014, 10:30am.

Page 5
Meeting Minutes
May 5, 2014

Council then reviewed a billing statement by Artesian for overages in the amount of \$1,702.83 above the monthly operational services of \$2,700.00 for the period of 2/1-2/28/14. A motion was made to approve the expenditure in the amount of \$1,702.83 by Artesian by Joanne Bacon with a 2nd by Pamela Davis. Motion was unanimous.

There being no further business, a motion to adjourn was made by Cheryl Workman with a 2nd by Pamela Davis at 8:33 PM. Motion was unanimous.

Respectfully submitted,

Terry H. Truitt
Town Administrator
Town of Frankford